



VENUE HIRE INFORMATION BOOKLET
Midway Centre, Buronga

3 MIDWAY DRIVE, BURONGA



Wentworth Shire Council offers the Midway Centre for conferencing and business events. Located in New South Wales, 5 minutes drive across the George Chaffey bridge from Mildura.

- 700 seat plenary room with stage
- Additional meeting facilities; including Function room for 250 and two meeting rooms, each available to host 40 persons or combine into one room
- Separate office space for first aid, media or meetings
- A common entry gallery/registration area and in house trade show area
- Large kitchen and a separate kitchenette
- The Midway Centre is air-conditioned and heated



700 seat

Plenary room with stage

250 pax

Function room

Plus two meeting rooms

Each available to host 40 persons or combine into one room.

Midway Centre, Buronga

Access:

Car: Sydney 1,009km, Melbourne 535km and Adelaide 405km

Air: 7 return flights per day to Mildura from Melbourne (Qantas, REX and Virgin), Sydney (REX) and Adelaide (REX)

Car Hire: Avis, Hertz, Budget, Thrifty or Chauffeured Limousine

Accommodation:

Varied from hotels to caravan parks with riverside cabins, B&B's, motels with river views and houseboats offering a price range to suit all budgets.

experiencewentworth.com.au
visitmildura.com.au

Midway Centre Plenary Room:

Stage area with maximum seating capacity of 700 seats, sound system and capacity for trade shows display areas - depending on size of the conference.

Function Room:

The carpeted function room is fully equipped with audio visual equipment, tables and chairs to seat 250 people all included in the hire fee. The adjoining function centre service kitchen has crockery and cutlery for 250 persons.

Service Kitchen:

Crockery and cutlery for 250 persons, well laid out facility with external access from the car park for ease of use by private caterers.

Meeting Rooms:

There are two meeting rooms available for individual hire each seating approximately 40 people, or the rooms can be combined to cater for medium sized meetings. Tables and chairs are included in the hire charge.

Kitchenette:

The kitchenette is a shared facility that is available and equipped with food warming facilities, having only limited crockery and cutlery.

Offices:

The office will have a desk, desk chair and 2 visitor chairs with access to the kitchenette.

Car Parking:

Allocated space for 150 vehicles.



Fees & Charges

Midway Centre Hire Fees	Unit of Measure	Fee (Inc. GST)	GST
Midway Function Centre & meeting rooms			
Stadium (includes stage area)	per hour	\$153.00	10%
Function Room and shared foyer	per hour	\$128.00	10%
Service kitchen (includes crockery, cutlery & glassware for 250 persons)	per use	\$192.00	10%
Meeting Room 1 with shared foyer and shared kitchenette	per hour	\$50.00	10%
Meeting Room 2 with shared foyer and shared kitchenette	per hour	\$50.00	10%
Foyer / Gallery Space (as a stand-alone space)	per hour	\$40.00	10%
Midway Serviced Offices			
Health Services Room with shared foyer & shared kitchenette	per hour	\$50.00	10%
Office 1 or 2 with shared foyer & shared kitchenette	per hour	\$40.00	10%
Service Centre Facilities			
<i>NB these facilities are only available during centre opening hours</i>			
Service Centre Officer 1 or 2	per hour	\$48.00	10%
Craft Room	per hour	\$48.00	10%
Bond and cleaning charges	On room hire	25%	
Bond - groups of 30 people or more	no discount	\$750.00	0%
Bond - Not for Profit Groups/groups of less than 30 people	no discount	\$200.00	0%
One-off Cleaning Charge (if required). Minimum charge \$200.00 deducted from the bond. An invoice will be raised for amounts in excess of the bond paid.	per clean	Min. \$200.00	10%



Midway Centre – Hire Packages & discounts	Unit of Measure	Fee (Inc. GST)	GST
Daily Rate			
Stadium, Function Room, Service kitchen, Meeting Rooms 1 & 2 and Foyer/Gallery Space.	24 hours	\$4,787.00	10%
Stadium, Function Room, Service kitchen and Foyer/Gallery Space.	24 hours	\$3,563.00	10%
Stadium	24 hours	\$1,838.00	10%
Function Room, Service kitchen and shared foyer/gallery space	24 hours	\$1,723.00	10%
Multi-day Discount			
Hire package for 2 full consecutive days. For events booked before 30 June 2024 to be held before 30 June 2025.	discount applied to daily rate	15%	10%
Hire package for 3 full consecutive days. For events booked before 30 June 2024 to be held before 30 June 2025.	discount applied to daily rate	20%	10%
Not for Profit Groups (Refer definitions) – 75% Discount for Not for Profit Community Groups based in WSC. 50% Discount for all other Not for Profit Groups. <i>NB cannot be used in conjunction with any other discounts.</i>	maximum discount	75%	10%
Regular User Discount (12 month user agreement as negotiated by Council)	from standard hourly rate	75%	10%
Equipment & labour hire			
Teleconference equipment	Each use	\$45.00	10%
Portable data projector & stand	Each use	\$25.00	10%
Whiteboard & whiteboard markers	Each use	\$15.00	10%
Urn (20 litre capacity)	Each Use	\$15.00	10%
Labour hire (assistance with set up and pull down) – if required	per person/ per hour	\$40.00	10%
Event facilitation and coordination (if required)	per hour	\$192.00	10%
On-site IT support (if required)	per hour	\$192.00	10%

Additional Notes

Midway Centre Stadium

- Stadium court with permanent line marking for basketball and netball
- Stage area, with maximum seating capacity of 700
- Full sound system

Function Room

- Carpet floor
- Audio Visual Equipment
- Tables & Chairs included in hire charge
- Maximum seating capacity of 250

Service Kitchen

- Service Kitchen with crockery & cutlery for 250 people

Meeting Rooms

- Carpet Floor
- Tables & Chairs included in hire charge
- Maximum seating capacity (each room) 40

Kitchenette (shared)

- Service kitchen
- Limited quantity of crockery & cutlery

Offices

- Office with desk/ meeting table and 4 chairs
- Access to shared kitchen facilities

Not for profit discount

The discount can only be applied to Registered Not for Profit Organisations, Government and Semi-Government users, State and Federal Members of Parliament. The discount cannot be added to any other discounts.

Regular User discount

The discount can only be applied to users who have entered into a 12 month signed agreement approved by Council.

Additional cleaning charge

Failure to leave the venue clean and tidy, with floors mopped and or vacuumed, toilets cleaned, benches wiped and bins emptied will result in an additional cleaning charge being applied.

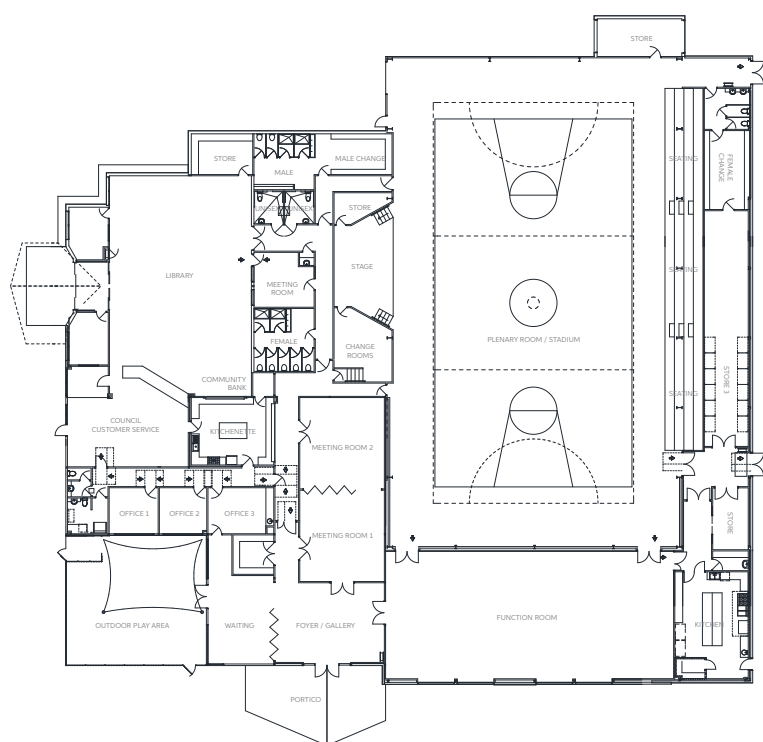
Bookings and cancellations

- A 20% non-refundable deposit must accompany all bookings, including bookings for community groups who are making application through Council for fee reductions or waivers.
- Unless otherwise agreed, an invoice will be raised and must be paid in full within 30 days. Any fee waiver or reduction granted by Council after payment of the invoice will be refunded to the hirer.
- Payment of the bond must be made before access permissions are issued for the facility.

A cancellation fee will be charged as follows:

Cancellation or no show	Amount
Greater than 90 days prior to the event	Full refund less deposit paid
Less than 90 days prior to the event	50% refund
Less than 1 week prior to the event or no show	Full forfeiture
Bond	Fully refundable

Fees and Charges valid 01 July 2024 to 30 June 2025.





Contact Us

For more information or to make a booking, please get in touch with our team.



Wentworth Shire Council

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wentworth.nsw.gov.au